



Hospital District #6 Harper County
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pattersonhc.org

Mission Statement: Hospital District #6 provides high quality, patient, and family centered health and wellness services in partnership with our communities.

**HD#6 HOSPITAL BOARD REGULAR MEETING
 September 28, 2023 – 5:15 p.m. – Patterson Health Center, Large Conference Room**

PRESENT:

Board of Directors – Kara Bello, Jan Lanie, Stan Wedman, Tim Penner, Kristen Stoughton.

PHC – Sarah Teaff, CEO; Lori Allen, COO; Sandra Owen, CFO; Paige Wise, Senior Executive Assistant.

Guests – none

CALL TO ORDER: Lanie called the meeting to order at 5:21 pm.

BOARD EDUCATION or PRESENTATIONS:

Owen provided Board members with a documented series on Hospital Finances published by the Kansas Hospital Association. The series included a review of hospital revenue and costs (terminology, definitions, etc.) that show how hospitals operate in a unique and challenging economic environment. Kansas hospital statistics were also provided that show what challenges all hospitals are facing from reimbursement to costs.

PUBLIC COMMENTS: None

APPROVAL OF MINUTES: Minutes of the August 24, 2023, regular board meeting was presented for approval. Motion by Penner; seconded by Lanie to approve minutes as presented. Motion carried unanimously.

DEPARTMENT REPORTS, POLICY REVIEW & APPROVAL:

1. Quality Report
 - a. Amber Speer made a quality report that was brought to the board through Sarah Teaff. COVID numbers are slightly spiking in the county, but not enough to put Harper County in any alarm. Speer went over the five goals of the hospitals through quality and how we are doing with the goals. The hospital is on trend for the goals.
2. HR Policies
 - a. Kim Barwick brought two policies to the board, one new and one revised policy. Barwick created a policy based on the fit testing that new hires do and annual reviews for employees. The second policy is a revised policy of the tuition assistance policy for employees. There was a cap put on the semester amount paid and a requirement of employment in exchange for tuition assistance. Along with the policy there was an application made for those employees interested in assistance to fill out.

Motion by Bello; seconded by Penner to approve minutes as presented. Motion carried unanimously.

MEDICAL STAFF AND CREDENTIALING REPORT:

Credentialing appointments, reappointments and resignations were presented as approved by the Executive Medical Staff on September 27, 2023 – there were two new appointments, two reappointments, and two resignations. The board approved the medical staff and privileges as presented. Motion by Lanie seconded by Bello. Motion carried unanimously.

OPERATIONS REPORT:

COO:

-Lori Allen provided some Medicare Advantage information pages for the hospital to hand out to the community to be more informed about Medicare Advantage. Patterson was going to hold an education session for the community, but after learning that who we were going to have given the presentation would be a conflict of interest with Medicare Advantage, so that it's no longer going to be held.

-JR, the contractor interested in the old Harper hospital property for housing, has reached out to let Allen know the company is no longer interested in the property as of now. There was land provided by Harper that they feel would be a better fit for them now.

-Anthony building is done being demoed, but they are finishing up cleaning the site. Once it is finished, we will be billed the last 10% of our bill. The project should be completed in the coming weeks.

-The Community health needs assessment; we are required to do it every 3 years. Allen reached out and got several quotes from different companies to perform the assessment for us. Allen recommends moving forward with VVV Consultants due to the lower costs. Motion made by Lanie, seconded by Penner. Motion carried unanimously to go with VVV Consultants.

CEO:

-Sarah was able to attend an event with Governor Kelly last week for Medicaid Expansion. Kelly wants to expand Medicaid within the next couple of years throughout the state.

-The hospital is getting ready for several surveys at the facility. The CLIA survey will be held mid-October in our Lab, and a Rural Health Clinic survey will be held sometime in October as well. The Lab is gearing up for their CLIA survey and preparing all that they can for them to come. The RHC survey will be to re-accredit the on-site clinic and add on our mobile clinic.

-The hospital got to test the emergency response plan for the water outage that occurred last week. The hospital was out of water for approximately 8 hours. Operations ran as normal with the water outages. There was an after-action meeting afterward to review the event. There were some places that the group saw room for improvement, but for the most part it went better than expected.

-DME got their certificate of accreditation. Passed their survey with flying colors.

-There is an IT Director position open currently. We have received a couple of applicants for the position, most that we have received are out of our budget but there is one good candidate that we have brought in for interviews. This candidate will have another interview with the IT team involved.

-Dialysis is sitting at around \$88 thousand raised for the project. Sarah brought that next month will need to be thinking about if PHC is ready for purchasing some equipment. Still in the process of looking for a dialysis nurse.

FINANCIAL STATEMENTS:

Owen reported on the August 2023 Financials. August's activity in cash accounts was reviewed that included payments received and expenses paid out. Revenue included the 2022 Medicare Cost Report Settlement of \$621,769.00 along with Retro Payments in the amount of \$361,500.00. Payments received from insurance and patients were \$1,597,971. August included three payrolls paid but two recorded on the profit and loss statement due to accrual basis. Days Cash on Hand remain strong at 185 days; current average for other Kansas hospital is 119 days. Patient Accounts Receivable increased with a total AR balance of \$2,752,407.00 and AR Days at 31. Gross Patient Revenue for September was \$2,221,290, achieving the Board's monthly goal of \$2 Million. There is a YTD increase of Gross Patient Revenue of \$510,661 compared to August 2022. Outpatient service lines saw a significant increase in total revenue in August at \$1,498,835. Cost centers that continue to grow in patient volume are Lab, CT, Sono, Wound Care, Pain Management, and others. Total Operating Revenue for August was \$2,034,950; with a YTD increase of \$751,033 or 5.55% over August 2022. Total Operating Expenses increased by \$17,286.00 for the month with a total of \$2,102,814; YTD shows an overall decrease in expenses of 3.46% or \$597,004. A Net Profit of \$65,159 was reported for the month of August with a YTD Loss of \$1,214,626.

Accounts payable for August was \$2,065,879.40. Motion by Bello seconded by Wedman to approve accounts payable. Motion carried unanimously.

Owen reported that the Provider Relief Fund Single Audit was completed by Forvis/BKD. The audit included compliance requirements and internal controls relating to COVID expenditures from July 1, 2021, to December 31, 2022. The audit related to ensuring that COVID expenditures were allowable costs and met the reporting requirements. A sample of COVID related expenditures were provided for the audit. An Unmodified Opinion was issued meaning that all compliance requirements and expenditures met the Provider Relief Funds program requirements.

HARPER COUNTY HEALTH FOUNDATION (HCHF):

-Beth gave 15% of sales towards dialysis through her sales last week.

-Bed races at the red fish fest are next weekend in Harper. The health foundation is going to be doing a test run with the hospital bed to publicize the event.

UNFINISHED BUSINESS: none

NEW BUSINESS:

1. IT Redesign

- a. PHCs IT products are coming to end of use dates. There has been a group that has investigated this and come up with some options. The two choices are to purchase the equipment or to lease the equipment. The totals would equate to the purchasing would be the cheaper option overall. Our IT department has suggested purchasing the equipment instead of leasing the equipment. There are some Cerner funds that have been set aside for events such as this.

2. November & December meeting times.

- a. Wise brought to the group the need to reschedule the November board meeting and potentially December due to holidays. November meeting would fall exactly on Thanksgiving, so the board moved it to November 30th at 5:15. December meeting will stay as scheduled on the 28th of December at 5:15.

EXECUTIVE SESSION: At 6:42p.m. members entered executive session until 6:47p.m. to discuss non-elected personnel. Motion made by Lanie; seconded by Penner. Motion carried unanimously. The open session resumed at 6:47p.m.

ADJOURNMENT: There was no further business, and the meeting was adjourned to 6:48pm. Motion made by Bello; seconded by Wedman. Motion carried unanimously.

Kara Bello, Secretary

Approved by the Board on _____(Date)